



**Koochiching
Soil & Water
Conservation District
2010 Annual Plan**

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KOOCHICHING SOIL & WATER CONSERVATION DISTRICT

BOARD OF SUPERVISORS

District I	Ralph Lewis, Birchdale.....	Chair
District II	Wayne Meyers, Littlefork.....	Vice-Chair
District III	Eldon Voigt, International Falls	Secretary
District IV	Bernie Uran, Northome.....	Treasurer
District V	Al Linder, Ray	Member

DISTRICT STAFF

Pamela Tomevi	District Coordinator
Justin Berg	District Technician

NATURAL RESOURCE CONSERVATION SERVICE STAFF

Kelly Voigt	District Conservationist
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The KSWCD Office is located in the basement of the Koochiching County Courthouse. Regular Board meetings are held the first Monday of each month at 7:00 p.m. during summer months (May – October) and 6:30 p.m. during winter months (November – April) in the Courthouse basement conference room located at 715 4th Street, International Falls, MN 56649.

The Koochiching Soil and Water Conservation District complies with national law that prohibits discrimination on the basis of race, color, national origin, sex, religion, age, disability, political beliefs and marital or familial status.

INTRODUCTION

The following document will serve the Koochiching Soil and Water Conservation District as a guide during the year 2010. The **2010 Annual Plan** describes the District's objectives for the year and details specific activities intended to reach those objectives. Some actions are definitive, one-time only events, while others are gradual, ongoing processes incorporated into the day-to-day operations of the District.

The objectives and activities outlined in the Annual Plan are based on overall goals contained in the Comprehensive Water Management Plan (CWMP), updated in 2007, and objectives and initiatives outlined in the 2010 Natural Resources Block Grant.

In drafting this plan, which will be revised annually to fit the changing role of the District in Koochiching County, the District Board and staff intend to produce a document that may be consulted frequently to measure progress, and adjusted to fit changes in state and local priorities while continuing to serve the county and its landowners effectively.

THE WETLAND CONSERVATION ACT

DESCRIPTION: Provide information/education and technical assistance to private sector, municipalities, and agencies and assist the Koochiching County Environmental Services Department (LGU for WCA) as per the Wetland Conservation Act of 1991 and the Koochiching County Wetland Flexibility Plan & Ordinance which was adopted in May of 2000.

Initiatives:

Administration/Coordination

- Salaries to support program implementation of the WCA and Koochiching County Wetland Flexibility Plan and Ordinance.
- Carry out wetland determinations/delineation, identification, exemption determinations, replacement plan development, and mitigation/banking procedures. Participate in technical evaluation panel (TEP) reviews/proceedings and attend applicable training sessions.
- Purchase and/or maintenance of applicable office/field equipment and supplies necessary to implement WCA including NWI maps, aerial photos, soil probes, flagging, clerical supplies, computer, and applicable maintenance of the District vehicle for WCA use.
- Coordinate assistance efforts with local, state and federal agencies.

Staffing Needs: Approximately 75 staff days

Education/Information

- Inform and guide Koochiching landowners and users in the understanding of the Wetland Conservation Act and the Koochiching County Wetland Flexibility Plan & Ordinance.
- Provide general information handouts, brochures, and other materials to public, schools and interested parties regarding wetland identification, functions and values.
- Provide general wetland education outlining their importance and functionality to adult and youth audiences approximately 12 times per year through various media including locally produced natural resource video, fair booth displays, workshops, and presentations.

Staffing Needs: Approximately 30 staff days plus volunteer and supervisor assistance

LOCAL WATER MANAGEMENT

DESCRIPTION: To implement designated portions of the Koochiching Local Water Management (LWM) plan and work cooperatively with other county departments and/or agency partners on related LWM activities.

Initiatives:

Administration/Coordination

- Salaries to support administration/coordination of the LWMP including the NRBG application process, NRBG reporting requirements (eLink), related training sessions, and Water Resources Advisory Committee (WRAC) participation by the SWCD and ESD.
- Staff time for receiving and/or providing natural resource education at events including training sessions, workshops, fair booths, personal site visits, and related activities.
- Provide technical assistance to public and private entities within Koochiching County through non cost-share programs and the utilization of the North Central MN Joint Powers Board and engineering staff.
- Incorporate the local river plans and the Rainy Basin Plan to assist our cooperators in protecting water quality.
- Provide private forest management assistance with emphasis on protecting and enhancing water quality.

Staffing Needs: Approximately 25 staff days

Education/Information

- Provide awards and scholarships for adult and youth programs such as the Natural Resources Adventure Camp, Outstanding Conservationist, 4-H, MASWCD Poster/Essay Contest, and other local/state/federal programs that promote environmental awareness.
- Provide environmental education/stewardship supplies to churches, schools, fair booths, and general public. Production and distribution of natural resource related pamphlets, brochures, newsletters and other informational items.
- Distribute district newsletters that include articles on water quality, erosion control, forest management, land management, climatology, conservation planting and other clean water initiatives.
- Promote educational programs through the use of public presentations, poster/essay contest, slide/tape show, EnviroScape presentations, and other related programs.
- Support and participate in the Arrowhead Water Quality Team, Area VIII Envirothon, Outdoor Youth Environmental Days, Household Hazardous Waste Collection program, and other similar events.

Staffing Needs: Approximately 25 staff days plus volunteer and supervisor assistance

SHORELAND MANAGEMENT

DESCRIPTION: Assist County landowners/users with the application of MN shoreland regulations.

Initiatives:

Administration/Coordination

- Manage shoreland program grant funds.
- Work cooperatively with Koochiching County Environmental Services Department, USDA-NRCS, and MN DNR Division of Waters to assist cooperators in protecting water quality including review and comment on permits and permit applications.

Staffing Needs: Approximately 3 staff days

Education/Information

- Provide information on MN Shoreland Regulations to landowners/users within Koochiching County through site visits and various media including direct mailings, newspaper articles, office handouts, district newsletters, and radio broadcasts.
- Conduct and/or participate in shoreland education and restoration workshops, demonstrations, and presentations using various methods including a locally produced video, EnviroScape model, on-site tours, etc.

Staffing Needs: Approximately 7 staff days

RESOURCE INVENTORY, PLANNING & MANAGEMENT:

DESCRIPTION: Provide assistance to landowners/land-users including non-industrial private forest landowners, agricultural producers and Federal/State/Local government units seeking to effectively manage their resources.

The District will continue its cooperation with the NRCS, MN DNR, FSA, BWSR, ACOE, MN Extension Service and other federal, state and local organizations to assist its clientele in reaching their own land management goals through available programs.

Initiatives:

Forest Stewardship

- Participate in the Forest Stewardship program, writing plans for private non-industrial forestland owners. Certify qualified properties for inclusion in the SFIA program. Attend applicable training sessions.
- Educate and inform public about forest and wildlife management assistance available through the District via newspaper columns, personal meetings, District newsletter, County fairs, informational seminars, Minnesota Forestry Association (MFA), Woodlands Committee, Woodland Advisor Program, and area meetings. Encourage participation in applicable cost-share programs. Provide education to the public on land management issue, such as exotic species, timber harvest, and state and federal cost share and incentive programs.

Staffing Needs: Approximately 15 staff days plus contract services

Wood Ash

- Assist BOISE Paper Holdings L.L.C. and their contractor with the Beneficial Re-use of Wood Ash program. Permitting individual application sites, data collection and reporting and customer service. This program not only save landfill costs and space but can provide lime and fertilizer to agricultural crops.

Staffing Needs: Approximately 30 staff days

Annual Tree Sale Program

- Coordinate and administer the District's annual Conservation Tree Sale Program.

Staffing Needs: Approximately 20 staff days plus volunteer and supervisor assistance

Woodland Advisor Program

- Conduct/participate in the Woodland Advisor Program partnership with MN Extension.

Staffing Needs: Approximately 15 staff days

Farm Bill Programs

- Partner with USDA-Natural Resources Conservation Service to provide access to farm bill programs including EQIP, WHIP, CSP, and CRP and become a technical service provider (TSP)
- Convene a local work group and set local priority resource concerns
- Participate in workshops and in training opportunities

Staffing Needs: Approximately 20 staff days

Living Snow Fence Initiative

- Partner with MN DOT to coordinate and implement the Living Snow Fence initiative.

Staffing Needs: Approximately 10 staff days

Surface Water Assessment Grants

- Partner with Lake of the Woods on the Bigfork River Target Watershed Assessment which focuses on collecting water chemistry and field parameters at the sites identified by MPCA. The project will support the biological assessments being completed by MPCA staff for this Target Watershed Assessment.
- Provide training to Koochiching SWCD staff to enable them to continue water quality monitoring in the Rainy River Basin by utilizing experienced Lake of the Woods SWCD staff and attending applicable training opportunities.

Staffing Needs: Approximately 24 staff days

City Wetland Plan

- Assist an interagency team in the development of a comprehensive wetland inventory for the City of International Falls. Specifically, provide an historical analysis of remotely sensed data, including, but not limited to 1940 and other aerial photography such as Farm Service Agency annual compliance imagery, 2003 color infrared and 2009 photography
- Assist the Army Corps of Engineers and the interagency team with assessing the utility of the data layers used in inventory; collaborate on the development of the wetland probability map and the number of wetlands to be assessed; and assist in field verifying the draft inventory and probability map.
- Assume responsibility for the completion of wetland functional assessments. Specifically, direct the completion of functional assessments, including those performed by personnel employed by the City of International Falls and participate in quality assurance reviews of completed assessment

Staffing Needs: Approximately 50 staff days

DISTRICT ADMINISTRATION AND PROMOTION

DESCRIPTION: Ensure efficient fiscal management of SWCD operations and effectively promote SWCD programs that serve to educate the public on utilization and conservation of natural resources.

Initiatives:

- Effectively manage the day-to-day operations of the District including general bookkeeping and payroll, general clerical duties, year-end financial reporting, financial and compliance audit preparation, computer program maintenance, asset inventory maintenance, program file maintenance, various grant applications/ reporting, clerical assistance to cooperating agencies as requested, and similar administrative duties.
- Create and maintain a district website
- Prepare and distribute annual and long-range plans
- Prepare annual budgets.
- Prepare and update Personnel and Operational Policy Handbooks.
- Provide on-going training opportunities for staff as needed to perform the administrative, financial, and clerical duties of the District.
- Promote district programs, goals, and activities through various media including newspaper articles, radio spots, district brochure, and newsletters.
- Publicize SWCD/BWSR/NRCS cost-share projects throughout the county through the use of local media, on-site tours, and district newsletters.
- Work closely and cooperatively with the Koochiching County Board of Commissioners, City Councils and state/federal representatives to promote district and county programs.

Staffing Needs: Approximately 85 staff days plus volunteer and supervisor assistance

COST SHARE FUNDING REQUIREMENTS

Several of Koochiching County's geographical and cultural traits including low level terrain, small amount of agricultural land and the predominance of protective vegetation such as forest and wetland cover-types help protect the land and water resources in much of the county. However, problems with erosion/sedimentation along with slumping/sliding continue to plague certain areas and watersheds within the county, especially along Rainy Lake and the Littlefork, Big Fork, and Rainy Rivers.

In Koochiching County, state cost-share practices are employed to improve and protect water quality throughout the county. State cost-share program dollars have been used to successfully establish:

- SLR practices to riverbanks and lakeshore to correct or prevent water quality problems and provide public and private access to our valuable water resources.
- Critical Area Stabilization for erosion impacted areas adjacent to surface water.
- Assistance in construction of animal waste storage facilities.
- Livestock watering facilities through a special drought disaster cost-share grant.

Over the past 10 years, the regular allocation consistently allowed the District to provide financial assistance to 2-3 landowners per year. In recent years, cost share funding has been reduced, allowing the District to assist 1-2 landowners per year.

COST SHARE FUNDS EXPENDED IN 2009

In 2009 the SWCD/NCMNJPB/NRCS provided technical, engineering & cost-share assistance

1. CS07-2 City of International Falls Shoreline Stabilization

Total Project Cost: \$ 8,776
FY07 State Cost-Share: \$ 5,090 on the basis of 58% (\$1273 for District T/A)
Landowner Cost: \$ 3,686

2. CS09-1 Carol Dethmers Shoreline Stabilization

Total Project Cost: \$ 5,110
FY07 State Cost-Share: \$ 2,500 on the basis of 50% (\$625 for District T/A)
Landowner Cost: \$ 2,610

COST SHARE FUNDS ENCUMBERED FOR 2010:

State and Federal cost-share program funding has been approved for the following projects:

1. CS09-2 Jeff Palm Shoreline Stabilization

Estimated Project Cost: \$16,000
FY09 State Cost-Share: \$ 7,711 on the basis of 50% (\$1928 for District T/A)
FY10 State Cost-Share: \$ 289 on the basis of 50% (\$ 72 for District T/A)

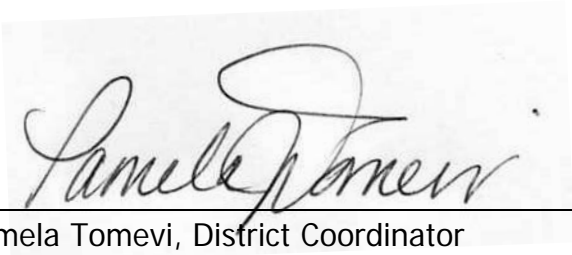
2. CS10-1 Lands & Forests Shoreline Stabilization

Estimated Project Cost: \$15,000
FY10 State Cost-Share: \$ 7,488 on the basis of 50% (\$1872 for District T/A)

Koochiching Soil & Water Conservation District 2010 Approved Operating Budget

Revenue		
	Local	\$ -
	County	\$ 97,554.00
	State	\$ 38,865.00
	Federal	\$ 10,000.00
	Charges For Services & Sales	\$ 22,000.00
	Interest	\$ 2,000.00
	Miscellaneous Other	\$ -
	Total Revenue	\$170,419.00
Expense		
	Personal Services	\$108,260.00
	Other Svcs & Chgs	\$ 43,075.00
	Supplies	\$ 1,750.00
	Capital Outlay	\$ 1,250.00
	Project Expenditures	\$ 14,750.00
	Total Expense	\$169,085.00
	Projected Change in Fund Balance	\$ 1,334.00

Approved by the Koochiching SWCD Board of Supervisors at the regular board meeting held on
Monday, March 1, 2010



Pamela Tomevi, District Coordinator

Date